

LYNDON CITY COUNCIL
REGULAR MEETING MINUTES OF
October 17, 2016

The Lyndon City Council met in regular session on Monday, October 17, 2016, 7:00 p.m., at City Hall.

1. CALL TO ORDER: Mayor Cole called the meeting to order.

- a) City Clerk called roll of the City Council. Mayor Chris Cole and members Doug Watson, Bill Patterson, Darin Schmitt, and Ryan Kuhn present. Steve Morrison absent with notification.

City Staff present: Julie Stutzman, City Clerk; David Wilson, Maintenance Supervisor; and Darrel Manning Chief of Police/Zoning Administrator.

Others Present: Tammy Schlingmann, Osage Herald Chronicle; and Shari Weber, Osage County Treasurer.

2. ADOPTION OF MINUTES OF PREVIOUS MEETINGS:

- a) Kuhn made the motion to approve the regular meeting minutes of October 3, 2016 as written. Schmitt seconded, motion carried.

3. CONSENT AGENDA:

- a) Approval of Bills: Patterson made the motion to approve the bills as set forth. Kuhn seconded, motion carried.

4. PUBLIC COMMENTS: None.

5. CORRESPONDENCE TO COUNCIL:

- Pledge of Securities from Lyndon State Bank as of September 30, 2016
- Kansas Government Journal August/September 2016.

6. UNFINISHED BUSINESS:

- a) KDHE LOAN AGREEMENT: The City Attorney stated he would need an executive session for attorney-client privilege to discuss the agreement and other issues. Patterson made the motion to recess to executive session for 20 minutes for Attorney-Client privilege. Watson seconded, motion carried. Council reconvened with no action taken.

Schmitt made the motion to recess to executive session for 10 minutes for Attorney-Client privilege. Watson seconded, motion carried. Council reconvened and after much discussion, it was consensus of the Council to have the City Attorney notify KDHE that they concur with the agreement and to send the final draft for approval.

- b) APPROVAL OF FISCAL SUSTAINIBILITY PLAN: The City Attorney discussed the reserve required in the plan, which the City Clerk will inquire about through the engineer. After further discussion, Patterson made the motion to approve and

authorize the Mayor to sign the Fiscal Sustainability Plan as presented. Kuhn seconded, motion carried.

- c) RD APPLICATION CERTIFICATION SIGNATURE APPROVAL: The City Clerk briefly discussed the RD Apply process with Council and the steps needed to complete the process. After further discussion, Schmitt made the motion to authorize the City Clerk to sign the certification pages for the RD application phase on behalf of the City. Watson seconded, motion carried.

(The City Clerk noted that this just allows submittal of the RD application and the Mayor must sign all agreement paperwork for the project.)

7. NEW BUSINESS:

- a) SHARI WEBER, OS CO TREASURER - ACH MILL LEVY DISTRIBUTION REQUEST: The County Treasurer stated they are looking to streamline some of the processes and bookkeeping interfaces for the approximate 60 entities that the County currently sends paper checks to for distributions of mill levy monies. She requested that the City allow the Treasurer's office to distribute mill levy funds electronically and briefly discussed notification procedures. After further discussion, it was consensus of the Council to proceed with receiving mill levy funds electronically.

Ms. Weber briefly discussed properties with delinquent taxes in the City for years 2010, 2011 and 2012 and the process of reviewing and scheduling eligible properties for tax sale.

Ms. Weber also thanked the Chief of Police for providing training for County staff in regards to recognizing counterfeit money.

- b) ORDINANCE NO. 814 - ADOPTING 2016 EDITION OF THE STANDARD TRAFFIC ORDINANCE: Watson made the motion to approve and authorize the Mayor to sign Ordinance No. 814. Patterson seconded, motion carried.
- c) ORDINANCE NO. 815 - ADOPTING 2016 EDITION OF THE UNIFORM PUBLIC OFFENSE CODE: Patterson made the motion to approve and authorize the Mayor to sign Ordinance No. 815. Schmitt seconded, motion carried.

8. STAFF REPORTS:

- a) POLICE: The Council received a copy of the Officer's Activity report and briefly discussed.
- b) PLANNING AND ZONING: The Planning and Zoning Commission will hold a hearing on October 26, 2016 to discuss a zoning change request for a property on West 6th Street.
- c) PUBLIC WORKS: The Maintenance Supervisor provided Council with the Maintenance Activity report.

The Maintenance Supervisor stated he had a request from a resident to put a bump sign on the corner of 4th and Ash. After discussion with the Council, it was consensus not to proceed with the sign at this time.

The Mayor asked the Maintenance Supervisor about the SSES and he stated it was going well and will possibly finish tomorrow. The Maintenance Supervisor stated there is \$500 included for cleaning out the wet well, however, does not think their large truck will be able to get to that area of the plant.

d) CITY CLERK: The Council received a copy of the Clerk's report.

The City Clerk stated the public hearing for USDA would be held on November 21st at 7 p.m.

The Osage Herald Chronicle is honoring Veterans in the November 10th issue and provided Council the prices of the ad sizes available. Patterson made the motion to proceed with a 2 x 3 ad at \$47.70. Watson seconded, motion carried.

The Ash Tree inventory is scheduled for Wednesday, October 19th and 20th starting at 8:30 a.m. The City Clerk stated 1-2 volunteers to assist Ms. Bomberger are welcome; otherwise, city staff will assist.

9. COUNCIL/MAYOR COMMENTS AND REPORTS:

Patterson asked about the audit and the City Clerk stated the contract with the current auditor expired with the 2015 audit and that a Request for Proposal (RFP) needs to be sent out if the Council chooses to go out again for bid. After further discussion, it was consensus of the Council to proceed with preparing a draft RFP for auditing services.


Watson asked about unpaid accounts discussed at the previous meeting and the City Attorney stated the City should continue to charge access fees for meters that are shut off due to non-payment and not the monthly minimum. He also stated according to the ordinance utilities are mandatory if a residence is occupied.

The City Clerk asked the City Attorney about proceeding with the Collection Bureau of Kansas to being collections on old accounts, and the City Attorney stated it was okay to proceed.

Patterson stated FBLA is taking over kids activities (formerly known as Hallelujah Square) on Halloween night at the school.

10. EXECUTIVE SESSION: Attorney - Client. (see item 6a)

11. ADJOURNMENT: Schmitt made the motion to adjourn to Monday, November 7, 2016, at 7:00 p.m. for regular meeting. Patterson seconded, motion carried.



City Clerk